

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL MEETING HELD ON  
WEDNESDAY 27 APRIL 2022, 9.00AM, AT TOTARA, COUNCIL CHAMBERS, 96  
WEST END, KAIKOURA**

**PRESENT:** Mayor C Mackle, Deputy Mayor J Howden, Councillor N Pablecheque, Councillor L Bond, Councillor R Roche, Councillor V Gulleford, Councillor D Millton, Councillor T Blunt

**IN ATTENDANCE:** W Doughty (Chief Executive), M Dickson (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), Gayle McMillan (Administrative Assistant), B Makin (Executive Officer).

**1. KARAKIA**

**2. APOLOGIES Nil**

**3. DECLARATIONS OF INTEREST Nil**

**4. PUBLIC FORUM**

R Hogan

R Hogan spoke about the review of the current Signs By-Law. He commented that contrary to officers views he believes *“that damaging aesthetics and amenity can qualify as a public nuisance, and thus be included in a bylaw”, and “with a bylaw you remove the inequity and the perception of favoritism. With a District Plan and Consent process, you allow some individuals to get special variances”*. He referenced definitions of nuisance as per the Health Act (Section 29) and the Oxford dictionary. A written version of R Hogan’s Public Forum speech was provided and is available upon request.

**5. FORMAL DEPUTATIONS Nil**

**6. WORKS AND SERVICES COMMITTEE MEETING**

The meeting adjourned to the Works and Services Committee meeting at 9.11am.

The meeting reconvened at 9.16am.

**7. MINUTES TO BE CONFIRMED**

**7.1 Council meeting minutes dated 30 March 2022**

**RESOLUTION**

*THAT Council:*

- *Confirms as a true and correct record, the circulated minutes of a Council Meeting held on 30 March 2022 subject to an amendment to – Cr R Roche being present intermittently due to internet issues.*

Moved: Cr L Bond

Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

## 8. MATTERS ARISING AND ACTIONS

The Matters Arising and Action list was reviewed and noted by Council:

- Bike Link Crossing – A decision from Kiwirail should be received in the next couple of weeks.

## 9. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS Nil

## 10. REPORT FROM THE CHAIR OF FINANCE, AUDIT & RISK COMMITTEE

The Finance, Audit & Risk Committee reported no concerns on the financials.

### 10.1 Finance Report to 31 March 2022

S Poulsen noted that revenue is on budget and continues to be Business as Usual with no major surprises. The quarterly reports were presented to the Finance, Audit & Risk Committee. It was noted that the Debtor's Report would be circulated to the Council. The Committee had discussed Council assets versus investments and were informed that Council staff intend to separate out assets held by the Council into another report.

Three large capital projects being carried over to the next financial year. The three projects make up 50% of the overall capital program budget and so will not make budget delivery. These projects include the Waiau Toa/ Clarence Valley Bridge, Link pathway and Wakatu Quay.

It was noted that there are no capital works budgeted on footpaths until year 2 of the Long-Term Plan, however there is operational budget in this year's annual plan. Councillor Bond raised that it would be good to see further progress on the footpath programme next financial year.

### RESOLUTION

*That Council receives the Finance Report to 31 March 2022*

Moved: Deputy Mayor J Howden

Seconded: Cr R Roche

**CARRIED UNANIMOUSLY**

### 10.2 Annual Plan Update

S Poulsen confirmed that there will be targeted communications regarding the Annual Plan commencing in May 2022.

### RESOLUTION

*That Council:*

- a) Receives this report for information.*

Moved: Deputy Mayor J Howden

Seconded: Cr R Roche

**CARRIED UNANIMOUSLY**

The meeting adjourned for break at 10.10 am.

The meeting reconvened at 10.30 am.

## 11. MATTERS FOR DECISION

### 11.1 Delegations Manual Update

The Delegations Manual has been updated following the outcome of the IANZ audit. The changes are a legal requirement.

#### RESOLUTION

*That Council adopts the following changes to Part 5.3.3 of the Council Delegations Manual in respect of items relating to the Building Act 2004.*

- a. Include 'Building Control and Buildings Manager' as a delegate to Sections 33, 34, 35, 38, 39, 45, 49, 50, 54, 116 (noting that Section 50 replaces the superseded role title of 'Building and Regulatory Manager')*
- b. Include 'Building Control and Buildings Manager in consultation with the Community Services Manager' as a delegate to Section 64*
- c. Amendment to Section 75 to include Sections 76 and 77 and include the following wording in the description: 'the power to make the grant of a Building Consent conditional upon those allotments not being separately transferred'*
- d. Amendment to Section 164 to include Sections 165 and 166, amend the description to the following wording: 'The power and authority to issue Notice to Fix. The power and authority in relation to S165', and remove the 'Regulatory Enforcement Officer' as a delegate*
- e. Include new Sections as per Appendix 1.*

Moved: Cr N Pablecheque

Seconded: Cr D Millton

**CARRIED UNANIMOUSLY**

## 12. MATTERS FOR INFORMATION

### 12.1 Mayoral Verbal Update

The Council commended Bin Kennedy for organising the Adventure race which has been a highlight for the town and Sue Murray for her work in the Community in Kekerengu.

Te Rūnanga o Kaikōura is holding a Covid-19 vaccination day on Thursday 28 April 2022.

### 12.2 CEO Monthly Report

The CEO acknowledged all the mahi of the team over the last seven weeks to keep facilities and services running for our community.

It was noted that all the latest information on the Three Waters Reform is available on the Kaikoura District Council website. KDC remains part of the C4LD group and the Mayor and CEO has recently visited Wellington as part of that group meeting with Minister Mahuta and separately the co leaders of the Green Party.

At the Local Government Conference last year there was an announcement regarding 3 types of funding available to help Councils. The Council is eligible to apply for \$6.2m of 'Better Off Funding', out of the \$2b of national funding available. The first \$500m has been made available by Government from 1<sup>st</sup> July 2022. This will require a funding application to be submitted by September 2022 for up to \$1.55m by KDC. Projects are being considered that could be put forward but a big political question remains at this point around the next steps for the reforms.

The National Transition Unit is requiring additional information regarding three waters assets which requires assistance from Council staff. These requests are being treated as a LGOIMA and Council staff anticipate they will increase.

#### **RESOLUTION**

*That Council receives this report.*

Moved: Cr R Roche  
Seconded: Cr D Millton

**CARRIED UNANIMOUSLY**

#### **12.3 Community Services Update Report**

The Council acknowledged the commitment and work completed by Jo York in her tenure with Kaikōura District Council.

#### **RESOLUTION**

*That Council receives this report.*

Moved: Cr N Pablecheque  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

#### **12.4 Kaikōura Youth Council Report**

It was advised that it has been a slow start to the year due to Covid. The end of year survey results were included in the report received. Good response rate to the survey with some good insights. The Dark Sky event at Fyffe House was very successful.

#### **RESOLUTION**

*That Council receives this report.*

Moved: Cr L Bond  
Seconded: Cr R Roche

**CARRIED UNANIMOUSLY**

#### **12.5 Planning Update Report**

A replacement Planner has been successfully recruited following the exit of Nirosha last year. The Natural Hazards hearing outcome paper has been delayed, however the District Plan is tracking well.

The Whale Trail is making progress and will provide a status update to the Council at a future workshop.

It was discussed that the Council looks at how to encourage high school pupils to consider the Council as a career path. It was decided that the Community Services Committee would be the best placed to take this up.

#### **RESOLUTION**

*That Council receives this report.*

Moved: Cr V Gulleford

Seconded: Cr T Blunt

**CARRIED UNANIMOUSLY**

**12.6 Building and Regulatory Update Report**

There is no indication, as yet, if funding will be made available for Council's to monitor and enforce the new Freedom Camping regulations relating to self-contained vehicles.

**RESOLUTION**

*That Council receives this report.*

Moved: Cr R Roche

Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

**13. CLOSE MEETING**

There being no further business, the meeting was declared closed at 11.01am

CONFIRMED \_\_\_\_\_ Chairperson

\_\_\_\_\_ Date

UNCONFIRMED MINUTE

**COUNCIL ACTIONS AS AT 28 APRIL 2022  
OPEN ACTION ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
1	3 Waters reform – engagement with Te Rūnanga o Kaikōura	W Doughty	Ongoing	Ongoing korero and information sharing.
2	Quarterly progress reporting due from The Kaikōura Cycle Club, The Mayfair, Te Korowai, Destination Kaikōura and Sports Tasman	-	25 May 22 27 Jul 22	Raised at LTP deliberations. Organisations have been informed of the dates.
3	Bike Link Crossing (Mill Road Railway)	D Clibbery	01 Sep 21	Application submitted. Waiting on decision from Kiwirail.
4	Circulate quarterly finance reports to Council	W Doughty / B Makin	-	In progress

**CLOSED ACTION ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
	Ask Te Korowai to formally request a Councillor to be on Te Korowai	W Doughty	30 Mar 22	Request received and considered at workshop. Response provided to Gina.
	Response to public forum speakers for March and April	W Doughty / B Makin	27 May 22	Completed